City of Elkins, West Virginia
Application for Zoning Text Amendment

Recommended by the Elkins Planning Commission: April 9, 2026
Adopted by Elkins City Council: April 21, 2026

Use this application for requests to change the wording of the Elkins Zoning Code.

Name of Applicant: _____

Applicant Address: _____

Applicant Phone No: _____ Applicant Email: _____

Application Fee: $100. *(You will be billed separately for the cost of legal advertisement and notification posters, if applicable. All fees and costs are non-refundable.)*

Please carefully read and answer all questions on this application completely. Attach additional pages if necessary. Submit original and one copy of the completed application along with a copy of the deed and plat (if applicable) to the Office of the City Clerk.

1) Section of Zoning Code to be Amended: _____

2) Summary of Proposed Text Amendment: _____

_____

3) Intention of Proposed Text Amendment: _____

_____

Please note that, in order to recommend that City Council approve a zoning amendment, the Planning Commission must make the following findings regarding the zoning amendment change sought.

- Whether such change is consistent with the intent and purpose of this Ordinance;
- Whether such change is consistent with the Elkins Comprehensive Plan;
- The areas which are most likely to be directly affected by such change and in what way they will

be affected; and

- Whether the proposed amendment is made necessary because of changed or changing social values, new planning concepts or other socioeconomic conditions in the areas and Zoning Districts affected.

Attestation:

The applicant shall provide their name, complete mailing address, and telephone number above. If this application is submitted on behalf of a corporation, partnership, trust, or other entity, written documentation authorizing the applicant to act on behalf of the owner(s) shall be attached.

With my signature below, I hereby certify that all information provided in this application, and in all documents, statements, maps, and exhibits submitted with it, is true and correct to the best of my knowledge and belief. I acknowledge that zoning amendments require an application fee and may require legal advertisement and/or posting of notice on the subject property, as required by law. I understand that I must pay the application fee and will be billed separately for the actual cost of any required publication and/or posting and that payment of all of these costs is required before the application may be scheduled for public hearing or further consideration.

Applicant Signature: _____

Printed Name: _____

Date: _____

STATE OF WEST VIRGINIA,
COUNTY OF RANDOLPH, to-wit:

I, _____, a Notary Public in and for said County and State, do hereby CERTIFY that _____, whose name is signed to the foregoing and hereto annexed writing, bearing date of the ____ day of _____, _____, for, _____ as its _____, has this day ACKNOWLEDGED the same before me in my said County to be the act and deed of said corporation.

Given under my hand this _____ day of _____, _____.

_____ _____

My commission expires Notary Public